FilmL.A., Inc.
1201 W. 5th Street, Suite T-800
Los Angeles, CA 90017
t: (213)977-8600 - f: (213)977-8601
www.filmla.com

Summary Information

Permit No: F00056252 **Type of Permit:** FILMING **Release Date:** 09/20/2012

Production Company UNIVERSITY OF SOUTHERN CALIFORNIA

Insured Company Name UNIVERSITY OF SOUTHERN CALIFORNIA

Contact Phone No. 1 213-740-2895
Contact Phone No. 2
Fax 213-740-7308
Address 851 DOWNEY WAY, HSH 300
LOS ANGELES, California 90089

Production Title SMILE

Type of Production Student

Producer Julia Kelleher

Director Julia Kelleher

1st AD Julia Kelleher

Production Manager Julia Kelleher

FilmL.A. Coordinator Virginia Quiroz

Location Manager julia kelleher
Primary Phone Mobile - 858-401-3681
Secondary Phone

Location Assistant n/a n/a
Primary Phone Mobile - n/a
Secondary Phone

Fees

FILMLA STUDENT PERMIT FEE SIMPLE $25.00

Total Permit Fee $25.00

Number of Locations 1

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Summary Information

Location

Permit Number	F00056252	**Location Manager**	julia kelleher
Production Company	UNIVERSITY OF SOUTHERN CALIFOR...	Primary Phone	Mobile - 858-401-3681
Insured Company	UNIVERSITY OF SOUTHERN CALIFOR...	Secondary Phone	
Production Title	SMILE		

Location Address 601 Club View Dr, Los Angeles, CA, 90024

Location Name HOLMBY PARK

Location Type Park

Film Dates 9/21/2012 - 9/23/2012 09:00 - 15:00 3 days

Open or Closed to the Public Open

Generic Conditions
All vehicles must be parked on private property
Must comply with attached conditions
Must Maintain 5' Clearance on Sidewalks/Walkways
Must maintain local/emergency access
No cast or crew parking on area streets
No interference with vehicular or pedestrian traffic

Please see attached documents
20120920115806.pdf
Holmby Park Feb 2011.pdf

Equipment on Location

Type	Quantity
Cast/Crew vehicles	1

Personnel on Location

Type	Quantity
Cast	2
Crew	2
Spot Check	1

Filming Activities Exterior Dialogue; Handheld equipment; HOLMBY PARK-GRASSY AREAS ;

Jurisdiction **Political:** Los Angeles City - Council District 05 **Police:** Los Angeles Police Department **Fire:** Los Angeles City

Thomas Guide **Page:** 632 **Grid:** C1

Approvals

LOS ANGELES CITY DEPARTMENT OF REC & PARKS - FILM OFFICE	Joanne Luna
LOS ANGELES POLICE DEPARTMENT	Melissa Hernandez

Coordinator Note Reservation #37400 (Joanne)

Parking

Base Camp
Location Type : Filming Location

Parking Notes
Parking on a private parking lot

Crew Parking
Location Type : Filming Location

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PARK FILM OFFICE
City of Los Angeles, Department of Recreation and Parks
4730 Crystal Springs Drive, (Mail Stop 664)
Los Angeles, California 90027
Telephone: (323) 644-6220 Fax: (213) 847-6056

Film Production Guidelines

Welcome to the City of Los Angeles, Department of Recreation and Parks (Department). In our partnership to protect the environmental integrity of our parks the Park Film Office is providing guidelines to ensure a safe and successful film shoot. Please review and provide copies of these guidelines to the appropriate responsible persons. Thank you for the continuous use of our parkland.

- **Ok to film at Holmby Park-Grassy areas on 9/21/12, 9/22/12, and 9/23/12 From 9am-3pm.**
- **Crew of 4.**
- **Must work around Patron and Maintenance activities.**
- **Must hand cart or carry all equipment to film location.**
- **May not use the golf course areas at any time.**
- Vehicles and/or heavy equipment are not allowed on turf areas unless prior approval is given by the Park Film Office.
- Production companies must provide their own restroom and trash receptacles. The City dumpsters and trash cans cannot be used so all self-generated trash has to be removed and disposed of off-site.
- Nudity is prohibited and not allowed in any Recreation and Parks facility.
- Film permits do not provide exclusive use of a park or recreation area.
- Service roads, parking lot driveway access, handicap or electric vehicle designated parking stalls may not be blocked or restricted. Emergency vehicle access lanes must be maintained in parking lots and park streets at all times.
- A 20 Foot unobstructed lane must be maintained between parked vehicles/trailers in all parking lots and Recreation and Parks roadways for emergency vehicle access.
- Due to underground plastic irrigation lines and trees having shallow root systems, staking or drilling into turf, rocks, trees or asphalted areas is not permissible unless prior approval is given by the Park Film Office. This approval will be noted in the permitted guidelines.
- Locked park gates can only be accessed by a Park Film Office Monitor. Security of open gates must be provided by the permitted company. Any equipment that is permitted to stay overnight must be guarded by the permitted company's security group.
- Alterations to natural or manmade surroundings or content of the park are not permissible unless documented in these specific guidelines. The permit holder is financially responsible for all remediation should there be any damage or unauthorized alteration to Department property. The remediation and cost of will be determined by the Park Film Office.
- A Park Film Office Monitor(s) may be assigned to the permitted location. Their job is to ensure guidelines are followed, liaison between park patrons, other City

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employees and a communication link between Permitee and the Park Film Office for any additional needs or authorizations. When the Park Film Office is closed the Park Film Monitor has the authority and responsibility to modify these guidelines within the parameters given to them by their supervisor. The Park Film Monitor has access 24/7 to contact their supervisors if needed. The Permitee will be required to adhere to the instructions, restrictions and requests given by the Park Film Monitor.

- Smoking is prohibited on all Department properties. An exception has been made for permitted film production companies to smoke in areas that are designated by the Fire Safety Officer or Park Film Monitor. If a Fire Safety Officer or Park Film Monitor is not assigned to the Permitee there will be no smoking with the exception of an actor smoking while performing or as part of the scene.
- A designated smoking area may not be near any patron activity or facility. Large buckets of sand or water must be placed in this area for disposal of tobacco or tobacco related products. The designated smoking area may be revoked or not allowed depending on weather and location conditions. Failure to comply with the smoking restrictions may result in a fine.

F-56252
USC-SMILE
(HOLMBY PARK-GRASSY AREAS)

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SPECIAL FILMING CONDITIONS
HOLMBY PARK

The Special Filming Conditions described below will be included in the terms and conditions of permits issued for filming in this area and are in addition to the standard terms and conditions applicable to filming permits generally. While these Special Filming Conditions will be included as terms if a permit for filming in this area is issued, they are not intended to, and do not, establish the criteria or standards for determining whether or not a particular permit (or permits) will be issued for this area. The decision whether or not a particular permit (or permits) will be issued is vested in the discretion of the appropriate City or County department or their designees (including FilmL.A., Inc.), to be exercised consistent with public health, safety and general welfare, and applicable land-use ordinances.

This is a residential neighborhood with large houses and mansions. Area streets are tree-lined and winding with limited parking and visibility. The area is bounded by Sunset Boulevard, Hilgard Avenue, Warner Avenue, Wilshire Boulevard and The Los Angeles Country Club. The following Special Filming Conditions have been established to mitigate the concerns of the local residents and patrons of Holmby Park.

- **Affected residents within 500' of all filming activity and within 150' of all equipment parking must be notified 2 days in advance of the first filming date or the first day of any substantial set preparation, unless later notification is approved by the Los Angeles Film Office.** *Permit requests must be submitted to FilmL.A. at least three (3) working days in advance.*

- **Equipment parking and posting will be limited to the following areas**

    1. Either sides of Comstock Avenue between Club View Drive and Wilshire Boulevard
    2. East side of Comstock Avenue from Club View Drive going North 700 feet (1/2 of block only).
    3. For catering truck only: 100 ft on Club View Drive, just east of Beverly Glen Boulevard in front of the area approved for catering.

- **Equipment vehicles shall observe all posted parking restrictions (i.e. red curbs and no parking signs)**

- **Vehicles may not have engines running while parked.**

- **No double parking on Comstock Avenue. All vehicles must pull into a parking space at curbside.**

- **All trailers/motor homes must be run off one central generator.**

- **LAPD officer required for public safety.**

- **Cast and crew may not park on area streets.** Off-street parking must be provided for personal vehicles.

- **A FilmL.A. Monitor will be assigned to encourage compliance with the permit and conditions.** The Monitor will generally arrive at the designated location 1 hour prior to the permit start time to note proper arrival time and remain with the production company during all filming-related activities and ensure proper departure time.

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